

## Boyton Parish Council Minutes of meeting 18 March 2015

	Key Tasks	lead	date
AP9100914	Items to be collected from Records Office	DAC	
AP04021507	The welcome pack to include access to circulation list	DAC	
AP1803155d	Malcolm King to be contacted again	GB	
AP1803155e	Letter to Farmers thanking them for their comments and following up the suggestion by Andrew Article for magazine to be drafted explaining what the procedure will be	GB GB	
AP1803156	A Reid to be contacted re broadband project	RJ	
AP1803155g	Event group to be reconvened	RJ	
AP18031510	Tony to repair Boyton sign	RJ	
AP1803155h	a letter of confirmation that the PCC would: i) support an application for stated items from Suffolk Coastal Sports Pot linked to Hollesley PC ii) indemnify the equipment and include the item under their Health and safety and risk assessment procedures. iii) confirm that the items would be the property of Boyton Parish Council.	FS	
AP1803155h	Sarah Shinnie (Suffolk Coastal Sports development) to be contacted	GB	23/3
AP1803155h	Application form to be submitted Sally Loader(Clerk to Hollesley PC) to be contacted re item on agenda		21/3
AP1803155b	Publication of emergency plan and use of magnet wallets to be organised	GB	
AP1803157	Planning application approval to be submitted	GB	19/3
AP1803159	Heels iand Lodge to be contacted		
Expenditure approved			
180315	G Bathe salary		
180315	Hall Hire		
180315	Paper and File covers for Emergency Plan		

**DATE OF NEXT MEETING 13 May 2015**

<b>Attendance</b>	Parish Councillors: Richard Jesty (RJ), Ali Crawford(AC), Fred Stentiford (FS); Sally Wood (SW) Members of the Community: John Carpmael
<b>1. Agency reports</b>	John Carpmael gave a vote of thanks on behalf of Boyton, to all the Councillors for undertaking the unpaid role working in the best interests of the community. Cllr A Reid was accepted. Key items were SCC freeze on council tax; changes to children's centres, <i>Leading Lives</i> benefit fund, Lowestoft 3 <sup>rd</sup> crossing, County Autism survey. SNT report - no crimes in Boyton. No reports from SCDC or BCG.
<b>2. Apologies</b>	Cllr Kay Lane (KL), Cllr Andrew Cassy (DAC), Gary Lowe Absent: Cllr J Marson, PC Warne, Cllr Andrew Reid
<b>3. Declaration of interest</b>	None
<b>4. Minutes</b>	Minutes of 18 February were amended: <i>John Carpmael and Rhona Sturrock</i> were present and not Wendy Jesty. The quotation (item 10) should say £4334. The financial support from Jane Marson had not yet been obtained. It should read- <i>A submission for a grant of £500 was being made to Cllr Jane Marson.</i> FS did not accept that he had offered to follow up the application for sports equipment with Sally Loader.

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	The minutes duly amended were approved and signed.
<b>5. Action point update</b>	<p>a. <b>AP04021511b</b> - Sally Loader had not been contacted re. equipment funding Sports Pot. It was agreed that Gerry would do it (see item h).</p> <p>b. <b>Emergency Plan:</b> It was noted that the grant for this had been approved and received. The leaflet to householders had been printed. It was agreed that the magnetic plastic covers would be used. Andy Cassy to be contacted to help. It was agreed that a purchase of folders and paper would be purchased to print off the E. Plan for all Councillors and E.P. team. This would be ready for the Parish meeting.</p> <p>c. <b>Speed Sign:</b> It was agreed that this might be something to consider for next year seeking a grant to pay. Costs are over £1,000.</p> <p>d. <b>Malcolm King:</b> No response had been received. It was agreed that Gerry would resend it and cc Cllr. Andrew Reid.</p> <p>e. <b>Response from letter to Farmers:</b> The responses were recorded. It was noted that both rejected the proposal to provide their tel. nos. However, Andrew Greenwell had recommended that a note of registration be made. Report to the Police via 101 and/or contact councillors with the information. It was agreed that Gerry would write to Andrew Greenwell saying that the Councillors would take up his idea and asking if ID labels could be fitted to the tractors to aid identification. An article would then be placed in <i>Village Voices</i>.</p> <p>f. <b>Farmers talk:</b> This has been put on hold. Farmers are reluctant to participate because of their concern about public views on speeding.</p> <p>g. <b>Public meeting about Alde and Orr</b> has been put on hold. The development has been delayed as a result of planning requiring social housing to be included in the designs. This is at odds with the original plan to produce high value housing to secure the funding to carry out the development. Agreed that Events group should reconvene.</p> <p>h. <b>Play equipment.</b> FS stated that the PCC was not prepared at present to pursue the purchase of play/sports equipment (the portable goalpost set and the netball/basketball stand and net) as they were involved in the renovation of the Hall. However they would support Boyton PC in securing funds. It was agreed that Boyton PC would commit to complete the application for funds. It was agreed that FS would obtain a letter of confirmation that the PCC would: i) support an application for stated items from Suffolk Coastal Sports Pot linked to Hollesley PC; ii) indemnify the equipment and include the item under their Health and safety and risk assessment procedures; iii) confirm that the items would be the property of Boyton Parish Council.</p> <p>Sarah Shinnie (Suffolk Coastal) would be contacted to identify the outstanding amount in the Sports pot. Sally Loader would be contacted to ensure that the issue was on the agenda for their next meeting.</p> <p>i. A letter from Mary Warner Trust secretary was received, declining the proposal to work in partnership to maintain the Millennium Wood.</p>
<b>6. Broadband project</b>	RJ is to contact A Reid about this.
<b>7. Planning Application</b>	DC/15/0231/LBC was duly considered. The Council voted to support the application
<b>8. Village Hall</b>	FS reported that the Army has been approached to help with the renovation programme but no time scale has been determined. The Prison has also expressed a willingness to assist with the renovation programme but no time scale has been determined.
<b>9. Finance</b>	a) £1948.62 is in the bank. (One uncashed cheque £3) Total receipts £2350.00 Total payments £1685.09.

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	<p>b) Approval given for salary payment and hall hire.</p> <p>c) RJ stated that he had set up a new system to pay the Clerk's salary and HMRC tax on line.</p> <p>d) It was agreed that the audit be undertaken by Heelis and Lodge.</p>
<b>10. Other items</b>	<p>a. The Council welcomed the offer from Tony Payak to repair the Boyton Village sign. RJ would follow this up.</p> <p>b. FS asked that the footpath sign at TM255467 still not repaired, be reported.</p>
<b>11.Elections</b>	<p>The Council elections will take place on 7 May. Nomination forms were given out to Councillors. Spares were available or they could be downloaded from Suffolk Coastal website. Councillors were encouraged to encourage others in the community to seek nomination. Assistance with the form was available. Gerry was to attend Suffolk Coastal on 26 March to deliver any forms that she had been received and obtain a reference number. It should be noted that it was the responsibility of nominees to complete and submit. Critical process dates had been provided to all Councillors.</p> <p>If there were insufficient nominees below the quorate number, Suffolk Coastal would provide staff to sit in the seats until co-options were made. If nominations were between 3 and 6, no election would take place. If above 6, an election would be held.</p> <p>Purdah commences 30 March. Councillors were informed that whilst they could talk about the Council during the Annual Parish meeting, they could not single out any nominee for praise or comment.</p> <p>A charge would be made even if no election was to take place although it would be reduced.</p> <p>All councillors when elected must declare what money has been spent on the campaign. A nil return is also required. This must be completed prior to commencement of meeting on 13 May.</p>

Signed .....Date.....